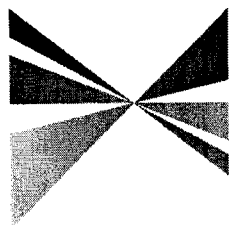


SOUTHERN CALIFORNIA



**ASSOCIATION OF
GOVERNMENTS**

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Los Angeles, California
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Riverside County Transportation Commission: Robin Lowe, Hemet

Ventura County Transportation Commission: Keith Millhouse, Moorpark

Meeting of the

ADMINISTRATION COMMITTEE

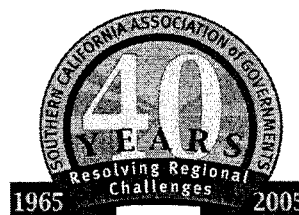
**Thursday, April 7, 2005
9:00 a.m. – 10:15 a.m.**

**SCAG Offices
818 W. 7th Street, 12th Floor
San Bernardino A & B Conference
Rooms
Los Angeles, California 90017
213. 236.1800**

Agenda Enclosed

If members of the public wish to review the attachments or have any questions on any of the agenda items, please contact Deby Salcido at 213.236.1993 or Salcido@scag.ca.gov.

SCAG, in accordance with the Americans with Disabilities Act (ADA), will accommodate persons who require a modification of accommodation in order to participate in this meeting. If you require such assistance, please contact SCAG at (213) 236-1868 at least 72 hours in advance of the meeting to enable SCAG to make reasonable arrangements. To request documents related to this document in an alternative format, please contact (213) 236-1868.



ADMINISTRATION COMMITTEE

AGENDA

	<i>PAGE #</i>	<i>TIME</i>
1.0 <u>CALL TO ORDER</u>		
Councilmember Dixon, Chair		
2.0 <u>PUBLIC COMMENT PERIOD</u> -- Members of the public desiring to speak on an agenda item, or agenda items not on the agenda, but within the purview of this committee, must notify the Secretary and fill out a speaker's card prior to speaking. A speaker's card must be turned in before the meeting is called to order. Comments will be limited to three minutes. The Chair may limit the total time for comments to twenty (20) minutes.		
3.0 <u>CONSENT CALENDAR</u>		
3.1 <u>Approval Items</u>		
3.1.1 <u>Approve March 3, 2005 Minutes Attachment</u>	100	
3.1.2 <u>Approval of Contracts RC Attachment</u>	09	
• Cambridge Systematics	11	
• Economics & Politics, Inc.	13	
• Govplace	15	
• Moore Iacofano Goltsman, Inc. (MIG)	17	
• Strategic Planning & Research	19	
• The Planning Center	21	
• SBC	23	
<u>Memorandum of Understanding (MOU)</u>		
• Heavy Duty Truck Model Improvement	25	
3.1.3 <u>Milken Institute's 2005 Global Conference Attachment</u>	26	

ADMINISTRATION COMMITTEE

AGENDA

		PAGE #	TIME
4.0	<u>ACTION ITEMS</u>		
4.1	<u>General Fund Reconciliation</u> RC Attachment Reconcile the General Fund to reflect actual and forecasted expenditures through 6/30/05. Recommended Action: Approve	61	5 minutes
4.2	<u>Approval of Regional Council Revised Stipend and Travel Policies</u> RC Attachment Recommended Action: Adopt	63	5 minutes
4.3	<u>General Fund Authorization for SCAG Legislative Day in Sacramento</u> RC Attachment Recommended Action: Adopt	70	5 minutes
4.4	<u>Resolution 05.462-1 Regarding State Planning & Research Grant Multi-County Goods Movement Study</u> RC Attachment Recommended Action: Adopt	71	5 minutes
6.0	<u>INFORMATION ITEMS</u>		
6.1	<u>Monthly Financial Report Attachment</u> Heather Copp, CFO	96	5 minutes
6.2	<u>Joe Meyers, Indian Justice Center Report Attachment</u> Joe Myers, Executive Director, National Indian Justice Center	104	10 minutes
6.3	<u>CFO Report</u> Heather Copp, CFO		5 minutes

Administration Committee Agenda 04/07/05 – Salcido
03/24/05 – DOCS #108568



ADMINISTRATION COMMITTEE

AGENDA

PAGE #

TIME

7.0 LEGAL COUNSEL REPORT

7.1 Closed Session

- Morrison v. SCAG
Morrison v. Southern California
Association of Governments et al. Superior Court,
Los Angeles County, Case No. BC 312066
Conference with Legal Counsel re: pending litigation
pursuant to Government Code section 54956.9(a)

8.0 FUTURE AGENDA ITEMS

Any committee members or staff desiring to place items on a future agenda may make such request. Comments should be limited to three minutes.

9.0 ANNOUNCEMENTS

10.0 ADJOURNMENT

The next meeting is scheduled for May 5, 2005.



SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Administration Committee Minutes

March 3, 2005

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE ADMINISTRATION COMMITTEE. AUDIO CASSETTE TAPES OF THE MEETING ARE AVAILABLE FOR LISTENING IN SCAG'S OFFICE.

The Administration Committee of the Southern California Association of Governments held its meeting at the SCAG Offices, 818 W. 7th Street, 12th Floor, Los Angeles, CA 90017. The meeting was called to order by Chairperson, Councilmember Richard Dixon, City of Lake Forest. There was a quorum.

1.0 CALL TO ORDER

Chairman Richard Dixon called the meeting to order at 9:10 a.m.

Committee Members Present:

Mayor Jim Aldinger	City of Manhattan Beach
Mayor William Alexander	City of Rancho Cucamonga
Mayor Harry Baldwin	City of San Gabriel
Councilmember Mike Dispenza	City of Palmdale
Mayor Richard Dixon	City of Lake Forest
Councilmember Lee Ann Garcia	City of Grand Terrace
Councilmember Paul Nowatka	City of Cerritos
Mayor Pro-Tem Greg Pettis	City of Cathedral City
Councilmember Ron Roberts	City of Temecula
Vice Mayor Sidney Tyler	City of Pasadena
Councilmember Dennis Washburn	City of Calabasas
Councilmember Toni Young	City of Port Hueneme

Committee Members Absent:

Councilmember Paul Bowlen	City of Cerritos
Mayor Margaret Clark	City of Rosemead
Mayor Ron Loveridge	City of Riverside
Mayor Pro-Tem Keith McCarthy	City of Downey
Supervisor Judy Mikels	County of Ventura
Councilmember Pam O'Connor	City of Santa Monica
Councilmember Deborah Robertson	City of Rialto
Mayor Bob Yousefian	City of Glendale

Staff Present:

Heather Copp	Chief Financial Officer
Charlie Wagner	Manager of Finance
Ed Paul	Internal Auditor

Others Present:

Zahi Faranesh
Catherine McMillan

SCAG
CVAG

2.0 PUBLIC COMMENT PERIOD

No public comments.

3.0 CONSENT CALENDAR

The Consent Calendar was APPROVED (Greg Pettis), SECONDED (Ron Roberts) and UNANIMOUSLY APPROVED.

3.1 Approval Items

3.1.1 Approval of February 3, 2005 Minutes

3.1.2 Approval of Contracts

- Digital Mapping

Temporary Employment Services

- ACT 1 Personnel Services
- Microlink Enterprise, Inc.
- PMC
- Volt Services Group

3.2 Receive & File

3.2.1 Contracts & PO's between \$5,000-\$25,000

4.0 CFO STAFF REPORT

Comments provided under 6.1 Monthly Financial Report.

5.0 ACTION ITEMS

5.1. Adopt the 2005/2006 Comprehensive Budget, submittal of the OWP and ICAP Budgets to Caltrans, and submittal of the General Fund Budget to the General Assembly

Heather Copp reported that the goal was to consolidate all the budgets into one comprehensive document creating a user friendly document for the Regional Council members as well as the public and create the Overall Work Program summary document.

Heather Copp presented an overview of the document and provided a PowerPoint presentation.

000101

Regarding the proposed Regional Council travel stipends, Ron Roberts requested that the following amendment be made: "Calculate stipend amount utilizing \$2.50 per gallon of gas instead of \$2.00 per gallon and make adjustments to the mileage ranges.

Heather informed the group that the proposed travel policy will be brought back next month for their review.

Zahi Faranesh presented an overview of the Overall Work Program and informed the group that the OWP has been submitted to Caltrans in a timely manner.

This item was MOVED (Ron Roberts), SECONDED (Toni Young) and UNANIMOUSLY APPROVED with the requested amendment.

5.2 Cambridge Systematics, Inc.

Heather Copp reported that Attorney Pat Chen from Fulbright and Jaworski determined that the protester did not have a cause for protest and recommended SCAG proceed with the awarding of the contract. Heather Copp informed the group that SCAG is still waiting for the MOU to be signed for the match for the grant. Until the MOU is signed by all parties, SCAG can not fully execute the contract.

This item was MOVED (Toni Young), SECONDED (Harry Baldwin), and UNANIMOUSLY APPROVED.

5.3 Revisions to Budget Amendment #3

Heather Copp reported that SCAG and Caltrans have come to a mutual decision to charge itemized costs for staff to the OWP CPG line items, therefore the need to revise Budget Amendment #3. These changes have no affect on the OWP.

This item was MOVED (Toni Young), SECONDED (Harry Baldwin), and UNANIMOUSLY APPROVED.

6.0 INFORMATION ITEMS

6.1 Monthly Financial Report

Heather Copp reported that during this period, SCAG has not had to access its Line of Credit. The new Master Fund Transfer Agreement with Caltrans has been signed and allows SCAG additional flexibility in how we bill Caltrans and how quickly SCAG is reimbursed.

Heather Copp raised concern with the timeliness of the submission of subregional invoices. This issue will be on the next Audit/Best Practices Subcommittee agenda for discussion.

6.2 Update of Budget Amendment Status

Heather Copp reported that Budget Amendment #2 was submitted in September 2004. SCAG received approval on March 1, 2005 from Caltrans by e-mail. We will need to determine which projects we will be able to move forward with and complete within the next few months, and which will need to be carried over.

7.0 CFO STAFF REPORT

Sidney Tyler raised concern that an internal audit of the subregions has not been conducted.

Heather Copp replied that the internal auditor has been involved in another important matter but he will begin scheduling internal audits with the subregions within the next couple of months.

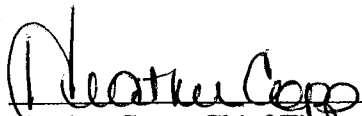
8.0 FUTURE AGENDA ITEMS

- Internal Audit of Subregions
- Estimate of carryover invoices
- Cycle of SCAG processes

9.0 ANNOUNCEMENTS

10.0 ADJOURNMENT

Chairman Richard Dixon adjourned the meeting at 10:03 a.m.



Heather Copp, Chief Financial Officer
Staff to the Administration Committee

REPORT

DATE: April 7, 2005

TO: Administration Committee

FROM: Arnold San Miguel, Senior Government Affairs Analyst, (951) 784-3526
sanmigue@scag.ca.gov

SUBJECT: Report from Mr. Joe Myers, Exec. Dir., National Indian Justice Center

RECOMMENDATION:

Receive report number 1 from Mr. Joe Myers, Executive Director, National Indian Justice Center for contract 05-045 to provide subregional liaison services to Tribal Governments within the SCAG Region.

BACKGROUND:

The National Indian Justice Center has been hired to assist with the implementation of agreements between SCAG and each Tribal Government in order to determine how both may communicate and participate together in the regional planning process. A detailed report is available upon your request.

FISCAL IMPACT:

There is no fiscal impact. The work on this item is included in the budget for Fiscal year 2004-2005.



NATIONAL INDIAN JUSTICE CENTER

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A non-profit corporation

Phone: (707) 579-5507
Fax: (707) 579-9019
E-mail: nijc@aol.com

Joseph A. Myers, Executive Director

March 18, 2005

Mr. Arnold San Miguel
Senior Government Affairs Analyst
Southern California Association of Governments - Inland Empire Office
3600 Lime Street, Suite 216
Riverside, CA 92501

Ms. Laura Aguilar
Contracts Administrator
Southern California Association of Governments
818 W. 7th Street, 12th Floor
Los Angeles, CA 90017

RE: Report #1 of Contract No. 05-046

Dear Mr. San Miguel and Ms. Aguilar:

Please find the enclosed report concerning progress on Contract No. 05-046 to date. This report is submitted in response to a request made by you and Mr. Don Rhodes in response to a request from Mr. Ron Roberts, President, SCAG's Regional Council. Please note that the start date for work under Contract No. 05-046 was February 8, 2005, as instructed by the SCAG finance department. Section II (Next Steps) is commentary offered in response to the March 17, 2005 e-mail from Mr. Arnold San Miguel. Section III (Report on the Progress of Delivery of Sub-regional SCAG Liaison Services to Tribal Governments) of this report follows the requirements of the contract work plan.

Section I - List of Individuals Contacted

The list below is partial and includes contacts made both in person and by telephone. Some on the list were contacted on many occasions for follow up questions, commentary and ideas for strategy:

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Professor
Karen Biestman
Cherokee

Chief Judge
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Pima

000105

1. Jerry Paresa, San Manuel
2. Joe Garcia, Ft. Mojave
3. Andrew Masiel, Pechanga
4. Rosemary Marrillo, Soboba
5. Brian Golding, Quechan
6. John Schloetter, Colorado River Tribes
7. Manuel Hamilton, Chairman, Ramona Band of Mission Indians
8. Tony Mejia, San Manuel
9. Joe Loya, Torres-Martinez
10. Nora McDowell, Chairperson, Ft. Mojave
11. Tom Davis, Agua Caliente
12. Bo Mazzetti, Reservation Transportation Authority
13. Pat Oakert, Reservation Transportation Authority
14. Cynthia Gomez, Chief, CalTrans Native American Liaison Branch
15. Jila Priebe, CalTrans Native American Liaison Branch
16. Joan Sollenberger, CalTrans Planning and Research,
17. Other CalTrans Personnel
18. Arnold San Miguel, SCAG
19. Don Rhodes, SCAG
20. Ron Roberts, SCAG
21. Other SCAG Staff
22. SCAG Regional Council Meeting, Los Angeles, November 4, 2004, Spoke informally with various SCAG representatives and staff.

As noted above, this is a partial list of individuals contacted to date. The nature of the contacts is varied, but all discussions included questions and answers about Indian affairs, tribal governments and the proposed relationship between SCAG and the federally recognized tribal governments of the region. The above list is not exhaustive because such list is not a contract requirement.

Section II - Next Steps


The sixteen (16) federally recognized tribes of the SCAG region are extremely diverse: rich and poor, big and small, and interested or disinterested in joining SCAG. Thus far, SCAG has held summit meetings that have successfully brought leaders together to talk. These meetings have been well received but have not provided a plan for the "next steps."

On April 1, 2005, we intend to bring together the staff and/or consultants of the tribal governments interested in joining SCAG. The purpose of the meeting is to get the working folks up to speed and on the same page. We sense some confusion among those involved in this effort and that will be addressed in the April 1st meeting.

The April 28, 2005, meeting is being organized by Joe Loya of Torres-Martinez. He wants to get some tribal leaders together with Ron Roberts, the SCAG Regional Council President on that date to "agree to agree." These were the words he used in his explanation of this meeting to me in a telephone conversation.

I see the April 1st meeting as step one. Step two will be the development of an implementation plan including the drafting and circulation of MOUs for comment. I think we need to follow the work plan agenda of our contract with SCAG. Rushing these matters may create unnecessary conflicts and tensions. This relationship can be best built upon a foundation of stability and mutual respect.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Myers', with a long horizontal line extending to the left.

Joseph Myers

Executive Director



National Indian Justice Center

Southern California Association of Governments
Liaison to Tribal Governments

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About Us

The National Indian Justice Center (NIJC) is located in Santa Rosa, California. NIJC is a 100% Indian owned non-profit corporation that has been delivering high-quality training and technical assistance to tribal communities and those working with tribal communities for over 20 years. NIJC was created by the National Indian Court Judge's Association and the Bureau of Indian Affairs to provide training to tribal court judges nationwide. Thus, NIJC staff have personal knowledge of how tribal governments function in relation to other government agencies.

NIJC has established positive contacts with the tribes in the SCAG region. NIJC's Executive Director and several of the staff are members of California tribes. NIJC has conducted numerous training sessions for California Indian communities, and NIJC's Executive Director is the Chairman of the Caltrans Native American Advisory Committee. Thus, NIJC is uniquely positioned to work with the California Indian communities in the SCAG region.

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Southern California Association of Governments (SCAG) has awarded the National Indian Justice Center (NIJC) was awarded contract number 05-046 to provide sub-regional liaison services to Tribal Governments located within the SCAG region.

The primary objectives of this contract are to:

- Draft a formal Memorandum of Understanding (MOU) that comports with applicable federal and state laws which addresses the formation, role and rules governing an Native American Tribal Government Advisory Council which would work cooperatively with SCAG to involve the tribes in the regional transportation planning process on a government-to-government basis with SCAG;
- Facilitate the signing of MOUs between SCAG and Tribes with the SCAG region;
- Advise and maintain communications with SCAG and its officials concerning the MOU relationships, outreach opportunities with tribal communities, consultation with tribal governments;
- Make recommendations to SCAG for improvement of its relationships to the Tribes and outreach efforts;
- Identify and recommend Tribal representatives for participation on SCAG committees and Task Forces;
- Prepare a thorough draft and then final report containing findings, conclusions;
- Report on actions taken by the tribal governments regarding the creation of an Advisory Board and agreement regarding consultation; and
- Expand the outreach to tribal governments on the regional transportation plan.

National Indian Justice Center

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